

Helena-West Helena School District
REPORT OF LOST, DAMAGED OR STOLEN PROPERTY

(Report on Arson, Burglary, Vandalism, Theft, Unexplained Loss, and Failure to Return)

School/Department _____

Date loss discovered _____

Who discovered the loss _____

Reported to the Police: Yes _____ No _____

Police Department Helena-West Helena _____

Date of Report _____ Police Complaint No _____

Briefly explain circumstances: _____

Quantity	Asset Description	Serial No.	Tag Number

Signature

Date